

### Request for Official Transcripts

**To: Registrar at** \_\_\_\_\_  
(School/College/University of transcripts being requested)

\_\_\_\_\_  
(City, State of School/College/University)

#### **Student Information:**

Name \_\_\_\_\_

Year(s) of Attendance:

Address \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_

City, ST \_\_\_\_\_ Zip \_\_\_\_\_

My transcript is under the following name:

Social Security Number: \_\_\_\_\_

Phone number \_\_\_\_\_ Email \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Student Signature: \_\_\_\_\_

Today's Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Please send an official copy of my transcript to:  
**Notre Dame College**  
**C/O The Learning House**  
**Attn: Jessica Heilig**  
**4620 Fritchey Street**  
**Harrisburg, PA 17109**

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